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15 JUN 1967

MEMORANDUM FOR: Deputy Director for Plans

SUBJECT : Reassignment and Replacement of [REDACTED] 25X1A
[REDACTED] 25X1A

1. This memorandum submits recommendations for your approval, in paragraph 5.

2. [REDACTED] has been serving as DDP Representative, 25X1A Historical Staff, O/DCI and as Executive Secretary, Clandestine Services Historical Board (CS/HB). The detailing of [REDACTED], to the staff of the Director of Personnel, to 25X1A create and develop a comprehensive and effective Agency counseling and retirement program is a matter of urgency. Thus a replacement for him in the O/DCI and on the CS/HB is required immediately. It has not been possible since the 27 April decision was made on the new assignment for [REDACTED], 25X1A to locate a replacement for him. Thus, intermediate steps must be taken to permit him to move to his new responsibilities and at the same time to keep the CS Historical Program from faltering.

3. Until a permanent replacement for Mr. [REDACTED] can be 25X1A designated, the Clandestine Services research group in the Historical Staff (HS/CSG), the CS Historical Board including its Research Assistant, and the Historical Officer in each CS component will provide limited continuity. Mr. [REDACTED] is 25X1A located in the O/DCI, Historical Staff area and is currently in touch with the Historical Staff Chief and the Historical Coordinator for the "overt" directorates. The HS/CSG routinely provides research support to historical writers. Nine of the CS components have Historical Officers or Alternates who are only working on their historical programs and papers. The CS/HB meets on an ad hoc basis three or four times a year and will be able to give broad considerations and occasional guidance only. The CS/HB Research Assistant constructs and monitors the Catalog of CS Histories, reviews papers for format conformance, gives technical guidance on production matters, and is responsible for the preparation of the final copy of completed CS historical papers.

4. [REDACTED] could be assigned at the close of the 25X1A present fiscal period, on 17 June 1967. He would take a brief leave from 10 to 21 July after reporting to the Director of Personnel. Thus he would report on 18 June 1967 and launch certain planning, creative actions and needed studies before

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25X1A taking leave. In order to sustain the momentum and direction of the CS Historical Program, to reflect the value of this effort through the continued dissemination and use of the papers produced and to maintain the present attitude of cooperative understanding throughout the Clandestine Services, a new senior officer should be appointed immediately to replace Mr. [REDACTED]. There is no deputy or assistant to manage the Program once he leaves.

5. It is recommended that you approve, effective 18 June 1967:

25X1A a. [REDACTED] to be detailed to the staff of the Director of Personnel to establish a comprehensive Agency retirement and counseling program. (He will remain in the "D" career services.)

25X1A b. After a brief introductory period, Mr. [REDACTED] to take planned leave of ten days commencing 10 July 1967.

25X1A and until a replacement for [REDACTED] is appointed:

25X1A c. [REDACTED], in addition to his historical research work, to carry out the coordination and representation functions in the interim for the DDP with the Historical Staff, O/DCI.

d. The CS Historical Board to provide broad guidance, with the Board's Research Assistant coordinating the production and cataloging of individual historical papers.

e. Historical Officers to manage their component historical programs, continue their own writing, and provide guidance and required coordination for any writers under contract within their components.

25X1A [REDACTED]
Chief, Operational Services

The recommendations in paragraph 5 are approved.

25X1A [REDACTED]
Deputy Director for Plans

15 June 1967
Date

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Approved For Release 2000/05/08 : CIA-RDP78-03091A000200030029-4

18 APR 1967

MEMORANDUM FOR THE RECORD

SUBJECT: Retiree Placement and Counseling Program

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1. On 14 April 1967, Mr. Warfield and Mr. Echols conferred with Mr. [REDACTED] DDP/OP, regarding our desire for staffing assistance in manning the new organization for carrying out the Agency's program for counseling and employment placement of CIA retirees. Mr. [REDACTED] was given a copy of the document of proposed activities which was approved by the Executive Director-Comptroller as constituting our initial program in this field. He was also given the memorandum from the Director of Personnel to the Deputy Director for Support setting forth the proposed organizational structure of the activity, the proposed Table of Organization, and the accompanying memorandum containing staffing suggestions. The latter memorandum specifically proposes as a preferred solution that the key positions of chief of the activity and chief of the external placement activity be outstanding Clandestine Services career officers. It was candidly explained to Mr. [REDACTED] that this was not only in recognition of the fact that most of our early retirees would be Clandestine Services careerists, but that there would be psychological advantages to all concerned if it were clearly apparent that the Agency was making its best effort in this field. Thus, any deficiency in performance gauged by the perhaps unrealistic expectations of employees would be mitigated.

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2. As a matter of interest, Mr. [REDACTED] advised that the Deputy Director for Plans had just agreed to the desirability of establishing a corollary counseling program in the Clandestine Services in the area of career guidance and advice. An important by-product of such a counseling service, heretofore performed only at the command component level or by Mr. [REDACTED] himself, is that such counseling in future will probably provide the initial impetus to decisions to exercise early retirement rights.

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3. Mr. [REDACTED] said that he wished to study the papers and to confer with Mr. FitzGerald and Mr. [REDACTED], and he hoped that an early response could be made. Mr. Warfield indicated that even though suitable officers perhaps could not be made available immediately, the Deputy Director for Support wished to proceed with the program promptly and still desired, when available, the participation of top-quality Clandestine Services careerists.

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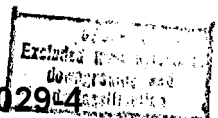
[REDACTED]
Emmett D. Echols
Director of Personnel

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OD/Pers/EDEchols:hc (17 Apr 67)

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